

## Checklist for Ordering Offline Electronic Resources

**PRODUCT NAME:**

**REQUESTED BY:**

**PRODUCT VERSION:**

**FORMAT INFORMATION:**

\_\_\_\_\_ CD-ROM \_\_\_\_\_ 3.5" diskette \_\_\_\_\_ DVD

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Is there a print counterpart to this title?

Does the Library subscribe to another format of this title?

Would this version \_\_\_\_\_ replace another format or be in \_\_\_\_\_ addition to another format?

Cost of the product \_\_\_\_\_ Cost of the materials in another format \_\_\_\_\_

Is the cost dependent on a subscription to the materials in another format?

Hardware information:

\_\_\_\_\_ Macintosh (if only format, do not order) \_\_\_\_\_ IBM compatible

Memory requirement: \_\_\_\_\_ RAM minimum \_\_\_\_\_ RAM preferred

Amount of hard disk space required: \_\_\_\_\_

Sound card required \_\_\_\_\_ Yes \_\_\_\_\_ No

CD-ROM required \_\_\_\_\_ Yes \_\_\_\_\_ No

DVD Player required \_\_\_\_\_ Yes \_\_\_\_\_ No

3.5" Diskette \_\_\_\_\_ Yes \_\_\_\_\_ No

Video Card Type \_\_\_\_\_

Operating System: \_\_\_\_\_ DOS \_\_\_\_\_ Windows 95/98 \_\_\_\_\_ Windows NT

\_\_\_\_\_ Windows ME \_\_\_\_\_ Windows 2000

Networking Considerations:

\_\_\_\_\_ Standalone Installation \_\_\_\_\_ Reference \_\_\_\_\_ AV \_\_\_\_\_ Network

Compatible with:

\_\_\_\_\_ Novell Netware \_\_\_\_\_ version

\_\_\_\_\_ TCP/IP, which requires:

\_\_\_\_\_ Winsock \_\_\_\_\_ version

\_\_\_\_\_ Trumpet Winsock \_\_\_\_\_ version

\_\_\_\_\_ Novell TCPIP \_\_\_\_\_ version

\_\_\_\_\_Other

Other software required to use this product:

Publication Frequency:

Disposition of Superseded Media:

\_\_\_\_\_Discard \_\_\_\_\_Retain \_\_\_\_\_Return to Publisher

Notification of purchase sent to Cataloging Department: Date:

Attach a copy of licensing agreement if available

Vendor Support:

Name

Phone No.

Email Address

Mail Address

Vendor Technical Support:

Name

Phone No.

Email Address

Mail Address

Input May 1, 2001

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